

# Management System: Requirements Management

## Subject Area: Requirements Management

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### 1.0 Introduction

This subject area addresses the Environmental Management Consolidated Business Center (EMCBC) approach to identifying, assessing, and commenting on requirements applicable to the EMCBC mission within the U.S. Department of Energy (DOE). EMCBC utilizes Management System Owners (MSOs)/Assistant Directors (ADs) to manage requirements within assigned functional areas. Each MSO/AD is further supported by Subject Matter Experts (SMEs) across the EMCBC organization (including small sites/projects) to ensure varying perspectives are considered in either the review of draft or emerging requirements and/or the development of implementing procedures. Within the EMCBC Management System (CBC MS), all requirements generally applicable to EMCBC organizations and/or its contractors are mapped to individual Management Systems and therefore assigned to a specific MSOs or ADs to address. Mapping of requirements to individual Management Systems/MSO/ADs is maintained by the CBC Control Document Coordinator (CDC). Sources of requirements may include but are not limited to:

- Federal Laws and Regulations,
- Rules promulgated by DOE (Title 10 Code of Federal Regulations [CFR]),
- DOE Directives, and
- DOE memoranda as deemed applicable through the CBC MS process.

### 2.0 Contents

Procedures	Procedure Content
1. <a href="#">Identifying and Proposing New or Revised Requirements</a>	<ul style="list-style-type: none"><li>• Complete Controlled Document Change Request Form</li><li>• Perform review and acquire approval.</li></ul>

### 3.0 Exhibits/Forms

- [Controlled Document Change Request Form](#)

### 4.0 Related Information

[CBC Document Control Management Subject Area](#)

### 5.0 Requirements

Document	Title
<a href="#">DOE O 251.1C,</a>	<i>Departmental Directives Program</i>

### 6.0 Definitions

None